O'Farrell Community School
Board of Directors Meeting
Monday, January 9, 2012 - Library
Closed Session: 5:00 p.m. – 5:30 p.m.
Public Session: 5:30 p.m. – 7:00 p.m.

AGENDA

I. Call to Order

II. Adjourn to Closed Session

1. **In accordance with California Educations Code Section 54957, the Board will meet in closed session to consider a Public Employee Appointment**
   Title: Community Board Member
2. **In accordance with Education Code section 48900 (k), 48900 (a)(1) and 48900(a)(2), the Board will meet in closed session to consider the expulsion of one student I.D. #121897-288.**

Reconvene to Open Session

III. Action for Items Considered in Closed Session

1. **Community Board Member**
2. **Expulsion of student #121897-288**

IV. Pledge of Allegiance

V. Presentation:

1. **Swearing in new board member – Joselito De Jesus**
2. **Gafcon Representative will present the long-term plan for establishing the O'Farrell High School.**

VI. Approval of Agenda

VII. Public Comment

Anyone may address the Board for up to three minutes on any item. The Public Commentary period preceding the formal agenda shall be limited to a total of 15 minutes. Please submit a "Request to Address the Board" slip to the Board chairperson. The Board Chair will call you forward at the appropriate time.

VIII. Discussion Items

1. **Executive Director Announcements .....Page 3**
2. **Charter Vision Financial Reports.....Page 5**
3. **Form 700**

IX. Consent Calendar/Routine Items of Business

All items listed under the Consent Calendar are considered by the Board in **one action**. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

1. **Approval of Minutes from the November 7, 2011 Board of Directors Meeting .....Page 11**
2. **Approval of Minutes from the December 6, 2011 Special Board of Directors Meeting.....Page 14**
3. **Approve/Ratify recommended actions on the personnel activity list.....Page 16**
4. **Approve monthly check registers.....Page 17**

X. Action Items

1. **Approve the partnership with Hands United for Children fundraising organization to help facilitate ongoing and future expansion of O'Farrell Community School .....Page 22**
2. **Adopt the Oath of Office for Board Members Board Policy #2011-2012-100 .....Page 24**
3. **Adopt the Learning Environment/Treatment of Students/Discipline Board Policy #2011-2012-200 .....Page 27**
4. **Ratify adjustments to the 2011-2012 Budget.....Page 29**
5. **Approve the executive director to authorize any contracts negotiated for architect selection, soils analysis survey and other studies to evaluate the master plan for the high school expansion to be constructed at O'Farrell Community School not to exceed, in total, twenty thousand dollars ($20,000).....Page 29**

XI. Roundtable

XII. Adjournment

NOTICES

The next regular meeting of the O'Farrell Community School Board of Directors will be Wednesday, February 13, 2012 at 5:15 p.m.

O'Farrell Community School does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Jonathan Dean, Executive Director, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in O'Farrell Community School's open and public meetings. Please notify Jonathan Dean at (619) 263-3009, extension 2202 seventy-two (72) hours prior to disability accommodations being needed in order to participate in the meeting.

Certification of Posting
I, Jonathan Dean, Executive Director, hereby certify that I posted this agenda
on Thursday, January 5, 2012 at 3:00 p.m.

O'Farrell Community School
Board of Directors
January 9, 2012: Discussion Item 1
Executive Director Announcements

Student Demographics

Student Enrollment in Zangle on January 3, 2012:

Grade	Female	Male	Total		New Students	Out of District
6	130	114	244		244	11
7	144	132	276		79	13
8	139	134	273		36	12
9	55	53	108		9	2
Total	**468**	**433**	**901**		**368**	**38**

Ethnicity	Grade 6	Grade 7	Grade 8	Grade 9	Total
American Indian/Alaska		1			1
Black or African American	59	85	71	25	240
Cambodian		2			2
Filipino	43	51	56	14	164
Guamanian		2	1		3
Hawaiian	1				1
Hispanic or Latino	126	114	113	61	414
Hmong		1	1	2	4
Intentionally Left Blank	1		1		2
Japanese	1				1
Laotian	5	9	11	2	27
Other Asian	1	3	2		6
Other Pacific Islander	1	3	3		7
Samoan		1	4	2	7
Vietnamese	2	2	5		9
White	4	2	5	2	13
Grand Total	**244**	**276**	**273**	**108**	**901**

ADA

O'Farrell had one of the highest P1 attendance report in the district – 97.31%

Task Force

On May 25, 2010, the San Diego County Association of African American Educator's (AAAE) presented the Blueprint to Accelerate the Achievement of African American and African Students to the Board of Education. The Board directed the Superintendent to convene a Task Force to review and provide input on the Blueprint. Dr. Jon Dean was appointed to represent charter schools.

Elementary School Applications

New Applications for 2012-2013	
Kinder	25
1st	22
2nd	19
3rd	16
4th	27
5th	20
TOTALS	129

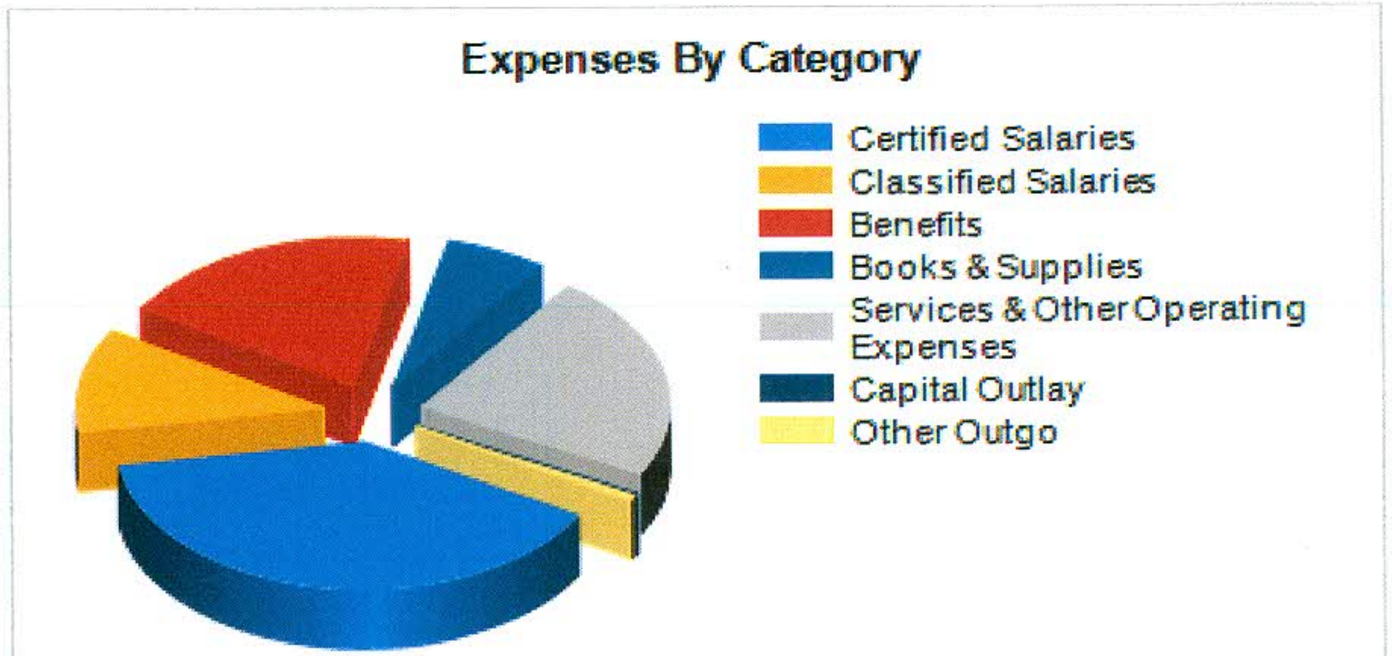
CSMC

Charter Vision®
Expenses By Category

O'Farrell Community Center for Advanced Academy
For the period beginning in July of 2011 and ending November of 2011.

Report run at
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Account Category	Description	Total	Percent
100-199	Certified Salaries	$844,298.21	39.16%
200-299	Classified Salaries	$244,711.48	11.35%
300-399	Benefits	$426,202.82	19.77%
400-499	Books & Supplies	$141,330.37	6.56%
500-599	Services & Other Operating Expenses	$485,639.46	22.53%
600-699	Capital Outlay	$0.00	0.00%
700-799	Other Outgo	$13,782.13	0.64%
	Total:	**$2,155,964.47**	**100.00%**



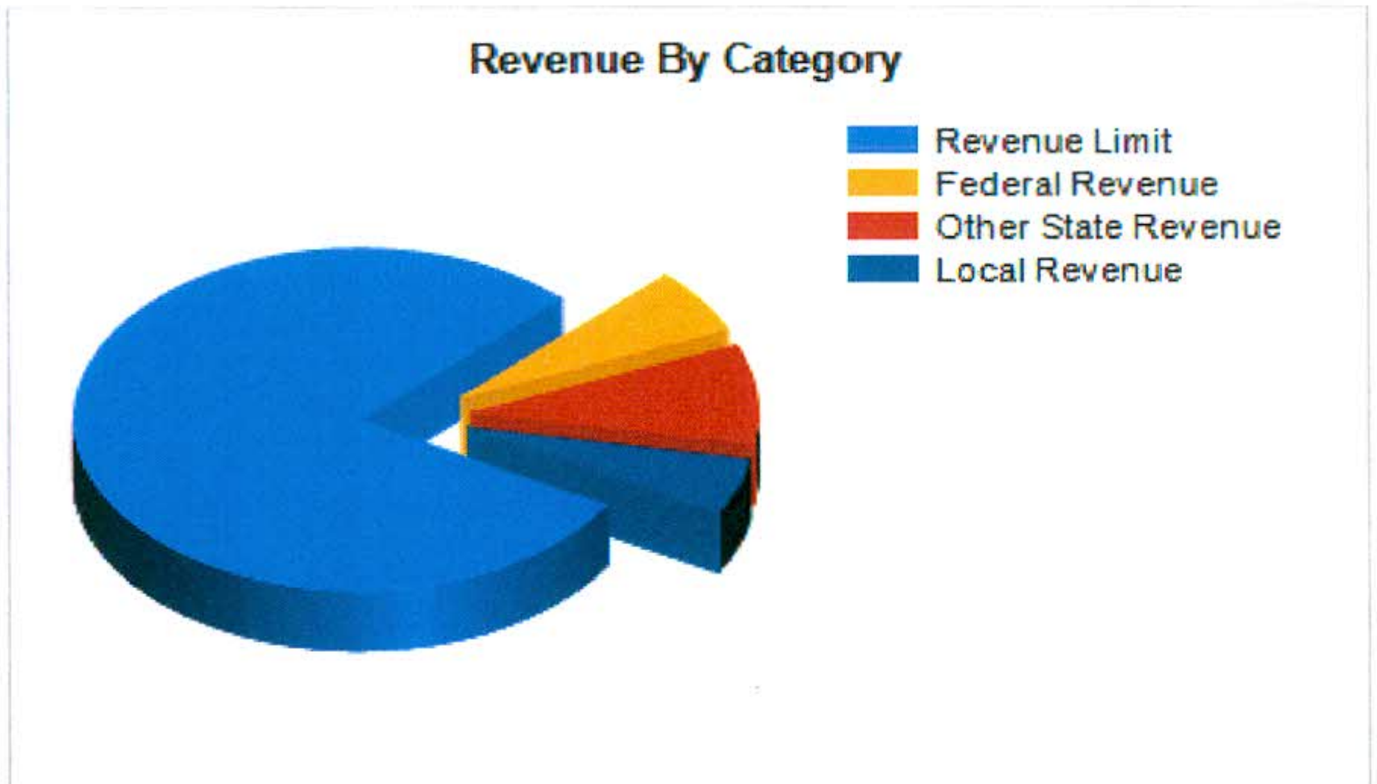
CSMC

Charter Vision®
Revenue By Category

O'Farrell Community Center for Advanced Academy
For the period beginning in July of 2011 and ending November of 2011.

Report run at
1/4/2012 12:56:26 PM

Account Group	Description	Total	Percent
800	Revenue Limit	$1,420,563.00	79.18%
820	Federal Revenue	$109,736.00	6.12%
840	Other State Revenue	$168,500.00	9.39%
870	Local Revenue	$95,216.43	5.31%
	Total:	**$1,794,015.43**	**100.00%**



CSMC

Charter Vision®

Year To Date Actual To Budget Summary

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O'Farrell Community Center for Advanced Academy

For the period beginning in July of 2011 and ending November of 2011. For segment2: -ALL- and segment3: -ALL-

Repor
1/4/2012 12:59

Account Description	Actual YTD	Budget YTD	Variance $	Variance %	Total Budget	Budget Remainin
Total Revenue Limit	$1,420,563	$4,479,782	($3,059,219)	-68.3%	$4,479,782	$3,059,219
Total Federal Revenues	$109,736	$944,813	($835,077)	-88.4%	$944,813	$835,077
Total Other State Revenue	$168,500	$847,097	($678,597)	-80.1%	$847,097	$678,597
Total Local Revenue	$95,216	$98,477	($3,261)	-3.3%	$98,477	$3,261
Total Revenues	$1,794,015	$6,370,169	($4,576,154)	-71.8%	$6,370,169	$4,576,154
Total Certificated Salaries	$844,298	$2,844,642	$2,000,344	70.3%	$2,844,642	$2,000,344
Total Classified Salaries	$244,711	$684,905	$440,194	64.3%	$684,905	$440,194
Total Employee Benefits	$426,203	$1,009,183	$582,980	57.8%	$1,009,183	$582,980
Total Personnel Expenses	$1,515,213	$4,538,730	$3,023,517	66.6%	$4,538,730	$3,023,517
Total Books and Supplies	$141,330	$172,100	$30,770	17.9%	$172,100	$30,770
Total Services and Other Operating Expenses	$485,639	$1,092,238	$606,599	55.5%	$1,092,238	$606,599
Total Capital Outlay	-	-	-	0.0%	-	-
Total Other Outgo	$13,782	$170,545	$156,763	91.9%	$170,545	$156,763
Total Operational Expenses	$640,752	$1,434,883	$794,131	55.3%	$1,434,883	$794,131
Total Expenses	$2,155,964	$5,973,613	$3,817,648	63.9%	$5,973,613	$3,817,648
Net Income	($361,949)	$396,556	($758,505)	-191.3%	$396,556	$758,505

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Charter Vision®
Financial Snapshot

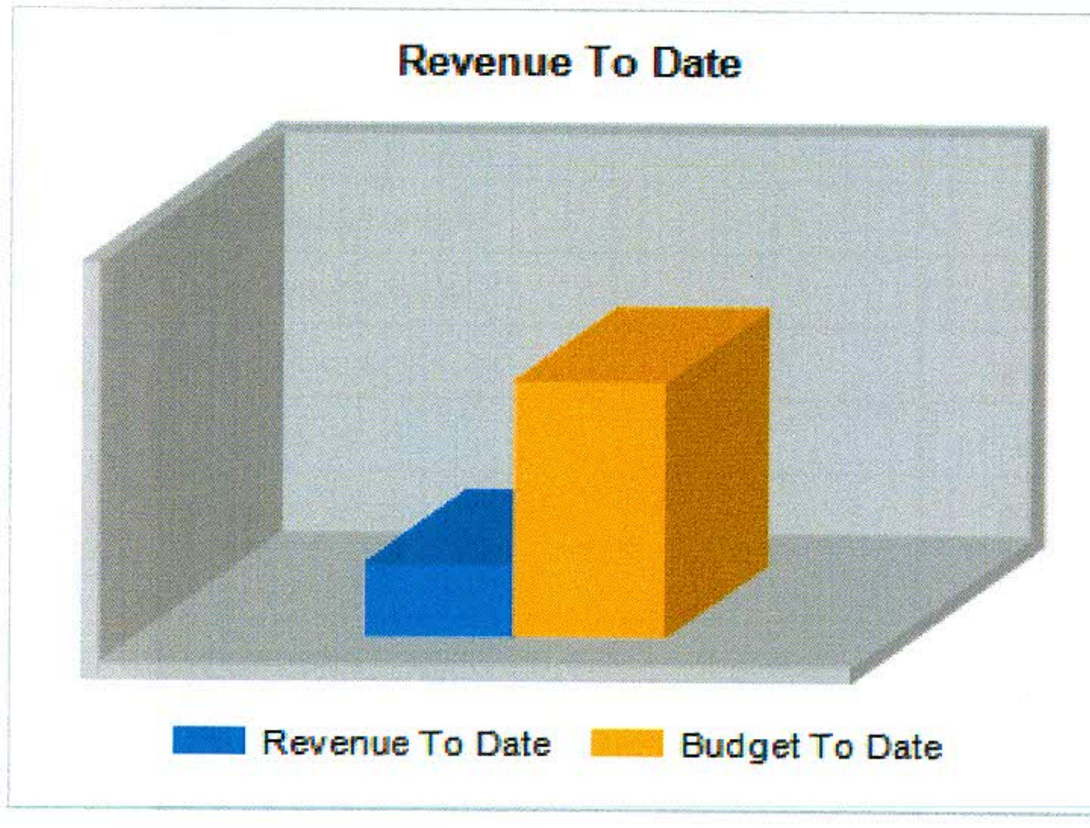
O'Farrell Community Center for Advanced Academy

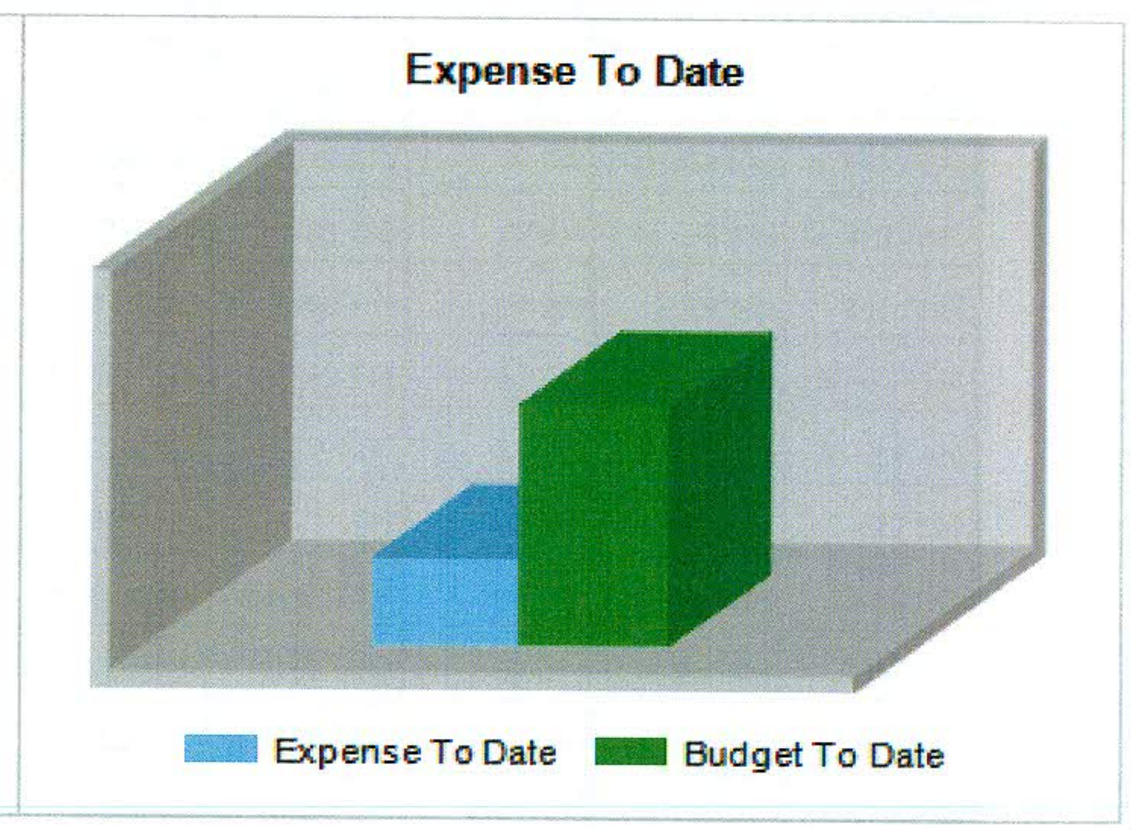
For the period ending November of 2011.

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Total Cash on Hand

Cash Available: $2,726,731





Revenue $1,794,015

Budget $6,370,169

Revenue To Budget 28%

Expense $2,155,964

Budget $5,973,613

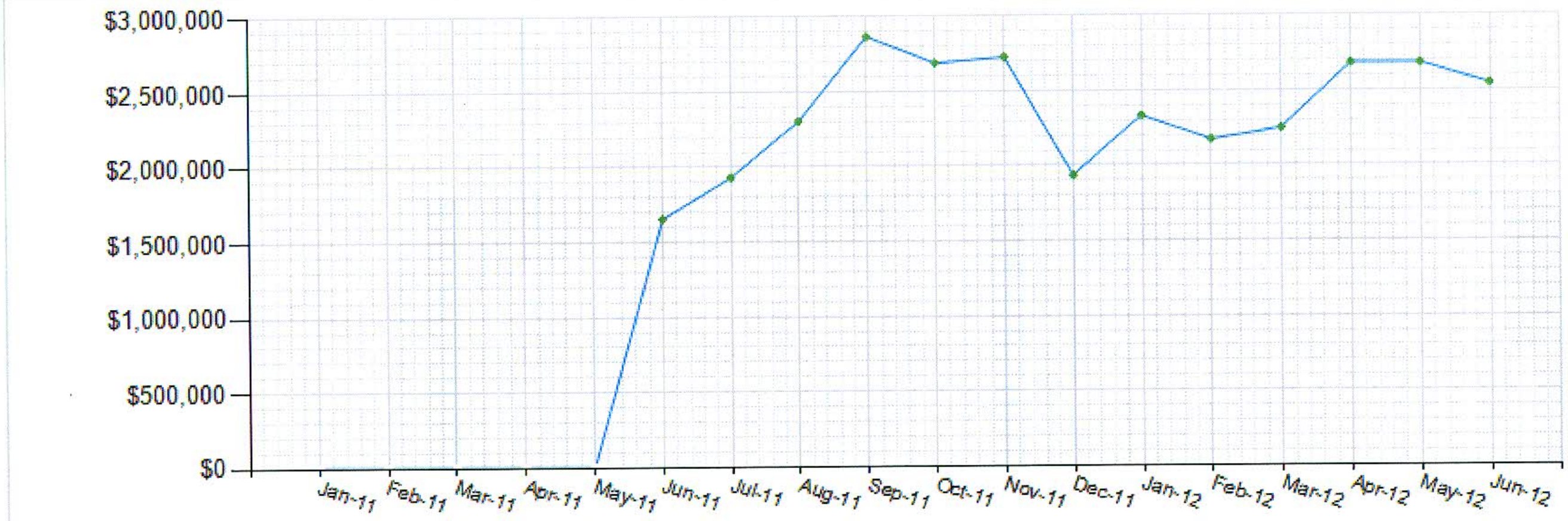
Expense To Budget 36%

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Charter Vision®
Monthly Book Balance Over Time

O'Farrell Community Center for Advanced Academy

Prior 12 months and Projections to Year End



	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Apr 11	May 11	Jun
Actual Ending Monthly Book Balance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,6
Projected Ending Monthly Book Balance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	

	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	May 12	Jun
Actual Ending Monthly Book Balance	$1,930,081	$2,303,033	$2,866,061	$2,687,773	$2,726,731	$0	$0	$0	$0	$0	$0	
Projected Ending Monthly Book Balance	$0	$0	$0	$0	$0	$1,936,000	$2,333,000	$2,173,200	$2,248,700	$2,682,700	$2,682,600	$2,5

CSMC

Charter Vision®
Balance Sheet Summary

O'Farrell Community Center for Advanced Academy
For the period ending November of 2011. For segment2: -ALL- and segment3: -ALL-

Liquidity Ratio	9.5
Assets	
Current Assets	
Cash	$2,726,731
Accounts Receivables	$117,919
Other Current Assets	($1,444)
Total Current Assets	*$2,843,206*
Fixed Assets	
Computer Equipment	$30,173
Furniture and Fixtures	$21,982
Accumulated Depreciation	($9,310)
Total Fixed Assets	*$42,846*
Other Assets	
Total Other Assets	
Total Assets	*$2,886,052*
Liabilities And Net Assets	
Current Liabilities	
Accounts Payable	$97,804
Accrued Salaries, Payroll Taxes, Postemployment Benefits	$153,080
Deposits held on behalf of other employees	$47,772
Total Current Liabilities	*$298,656*
Long Term Liabilities	
Total Long Term Liabilities	
Total Liabilities	*$298,656*
Net Assets	
Restricted Net Assets	$211,470
Unrestricted Net Assets	$2,737,875
Profit/Loss YTD	($361,949)
Total Net Assets	*$2,587,396*
Total Liabilities And Net Assets	*$2,886,052*

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: January 9, 2012
Consent Calendar Item 1

RECOMMENDATION: Approve the Minutes from the November 7, 2011 Board of Directors meeting.

MINUTES
Monday, November 7, 2011

Members Present:	Christian Scott, Linda Logan, Salvador Rivera, Tim Katzman, Delano Jones
Members Absent:	None
Staff Present:	Jonathan Dean, Eileen Logue, Candace Austin, Anne Mathews, Paul Liebmann, Susan Bond, Linda Chapin, Debi Roman, Nancy Smith, Jean Ah Lee, Miles Timpson, Mary Skrabucha, Joshua Scott

I. Call to Order
The public meeting was called to order by Christian Scott at 5:30 p.m.

II. Adjourn to Closed Session – 5:31 p.m.

RECONVENE TO OPEN SESSION – 6:16 p.m.

III. Action Items Considered in Closed Session

1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider a Public Employee Appointment**
   Title: Parent Board Member
   Interviewed Deborah Roman. The other applicant scheduled was running late and the board decided to reconvene to closed session at the end of the open session.

2. **In accordance with Education Code section 48900 (b), 48900 (k) and 48900(c), the Board will meet in closed session to consider the expulsion of one student I.D. #091998-092.**
   Approved. Linda Logan moved and Salvador Rivera seconded. Motion carried 4-0-1 with Tim Katzman abstaining.

IV. Pledge of Allegiance
The Pledge of Allegiance was led by Christian Scott.

V. Presentation

1. **Lisa Berlanga – CCSA's perspective on O'Farrell's proposed K-12 expansion**
2. **Introduction of New Employees:**

Linda Chapin	**6th Grade Math Teacher**	**Present**
Duryea Jones	**7th Grade Math Teacher**	**Not present**
Jean Ah Lee	**7th Grade Math Teacher**	**Present**
Xkylyr Rauh,	**Long-Term Substitute - Music Teacher**	**Not present**
Nancy Smith	**7th Grade Math Teacher**	**Present**
Miles Timpson	**8th Grade Math Teacher**	**Present**
Cassandra Gerstan	**Special Education Assistant**	**Not present**
Paul Liebmann	**Special Education Assistant**	**Present**
Sheryl Mills	**Special Education Assistant**	**Not present**
Joshua Scott	**Special Education Assistant**	**Present**
Julianna Tovar	**Special Education Assistant**	**Not present**

3. **Susan Bond – Service Award**
   Christian Scott present Susan Bond with a engraved clock for her service as a board member.
4. **Mary Skrabucha – Family Support Services update**
   Mary past out packets as her update on Family Support Services

VI. Approval of Agenda
Approved. Delano Jones moved and Linda Logan seconded. The motion carried 5-0-0.

VII. Public Comment
None

VIII. Discussion Items
1. **Executive Director Announcements** – see pages 3 – 6 in the agenda packet
   Dr. Dean made a correction to the elementary and high school update.
   "United Hands for Children" has approved a motion to "try" to raise $1.5 million for the future O'Farrell High School should have read " Hands United for Children has approved a motion to work with the O'Farrell Community School in order to help them raise money to build a high school, and to assist them in other material and non-material ways going forward."
2. **Board Financial Report** – see pages 7 through 14 in the agenda packet

IX. Consent Calendar/Routine Items of Business
1. **Approval of Minutes from the September 12, 2011 Board of Directors meeting**
2. **Approve/Ratify recommended actions on the personnel activity list.**
3. **Approve monthly check register.**
   Approved. Linda Logan moved and Salvador Rivera seconded. Motion carried 5-0-0.

X. Action Items
1. **Approve the Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2011**
   Tabled. We will organize a Special Board Meeting via teleconference.
2. **Approve the June 30, 2011 Audit Report**
   Approved. Linda Logan moved and Tim Katzman seconded. Motion carried 5-0-0.
3. **Approve contracts for six Supplement Education Services providers in the amount not to exceed $1,456.05 per pupil allotment for approximately 47 students.**
   Approved. Tim Katzman moved and Delano Jones seconded. Motion carried 5-0-0.
4. **Accept SDUSD Charter Office's Annual School Review Report.**
   Accepted. Delano Jones moved and Tim Katzman seconded. Motion carried 5-0-0

XI. Roundtable
None

ADJOURNED TO CLOSED SESSION – 7:00 p.m.
1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider a Public Employee Appointment**
   Title: Parent Board Member
   Interviewed Joselito De Jesus

RECONVENE TO OPEN SESSION – 7:25 p.m.
Board members decided they needed to make a decision tonight and vote on the Parent Board Member. So they adjourned, again, to Closed Session.

ADJOURNED TO CLOSED SESSION – 7:30 p.m.

RECONVENE TO OPEN SESSION – 7:35 p.m.

Action Items Considered in Closed Session

Board members cast a vote for the new Parent Board Member and motion carried 5-0-0 for Joselito De Jesus.

XII. Adjournment -7:40 p.m.

Respectfully submitted by Candace Austin, Administrative Assistant II.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: January 9, 2012
Consent Calendar Item 2

RECOMMENDATION: Approve the Minutes from the December 6, 2011 Special Board of Directors meeting.

MINUTES
Tuesday, December 6, 2011

Members Present: Christian Scott, Linda Logan,, Delano Jones, Joselito de Jesus

Members Absent: Tim Katzman, Salvador Rivera

Staff Present: Jonathan Dean, Eileen Logue, Candace Austin

I. Call to Order
The public meeting was called to order by Christian Scott at 1:30 p.m.

II. Adjourn to Closed Session – 1:40 p.m.

III. Items Considered/Discussed in Closed Session
1. **In accordance with Education Code section 48900 (k) and 48900(c), the Board will meet in closed session to consider the expulsion of one student I.D. #070698-366.**
   Approved. Christian Scott moved and Delano Jones seconded. Motion carried 4-0-0.
2. **In accordance with Government Code Section 54957, the Board will meet in closed session to discuss a Public Employee Appointment**
   Title: O'Farrell Board Member
   No action taken.

V. Approval of Agenda
Approved. Christian Scott moved and Delano Jones seconded. The motion carried 4-0-0.

VI. Discussion Items
1. **Hands United for Children - www.handsunited4children.org**
   Jon Dean made the board members aware of this philanthropic organization that has offered to help partially fund the future high school and to work with ongoing projects to help sustain our specific programs (e.g. free meals, free uniforms, free after school activities, free bus tickets) which enable these less privileged children to succeed despite obstacles.
2. **Executive Director Announcements** – see page 2 in the agenda packet
   Christian Scott was happy to see that we received our marquees without any out-of-pocket expenses to O'Farrell. Jon explained O'Farrell's Proposition S supplemental funds were used.

XI. Action Items
1. **Approve the Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2011**
   Approved. Delano Jones moved and Linda Logan seconded. Motion carried 4-0-0. Eileen Logue stated that this was a draft and it would be adjusted before December 15 and we will bring the final report for board approval on January 9, 2012.

2. **Approve the consulting services agreement with Gafcon in the amount not to exceed $5,000 for the high school expansion to be constructed at O'Farrell Community School**
   Approved. Joselito de Jesus moved and Delano Jones seconded. Motion carried 4-0-0.
3. **Approve the adoption and purchase of Glencoe textbooks for reading, social science and science in the amount not to exceed $55,674.02**
   Approved. Christian Scott moved and Delano Jones seconded. Motion carried 4-0-0.
4. **Award the bid for commercial play equipment for the new elementary expansion to Pacific Play Systems, Inc. in the amount not to exceed $43,485.00**
   Approved. Linda Logan moved and Delano Jones seconded. Motion carried 4-0-0.

XII. Adjournment – 2:00 p.m.

Respectfully submitted by Candace Austin, Administrative Assistant II.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: January 9, 2012
Consent Calendar Item 3

RECOMMENDATION: Approve/Ratify Personnel Activity List

New Hires

Duenas, Marisol	Special Ed. Assistant	November 14, 2011
Hargett, Opal	Substitute Teacher Pool	October 10, 2011
Basile, William	Substitute Teacher Pool	November 10, 2011
King, Hillary	Substitute Teacher Pool	November 28, 2011

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: January 9, 2012

Consent Calendar Item 4

O'Farrell Community Center for Advanced Academy

Check Register 11/1/2011 through 11/30/2011

Check Register Detail

Payment Date	Payment Number	Payment Type	Payee Name	Rec Status	Check Amount	Invoiced GL Amount	Account	Account Description	Transaction Description
11/1/2011	10000227	Check	Charter School Management Corporation	Reconciled	$7,727.00	$7,727.00	5800-020-00	Professional/Consulting Services and Operating Expenditures	back office
11/2/2011	10000229	Check	CDW-G	Reconciled	$2,864.03	$46.87	4300-020-00	Materials and Supplies	Fellows Pwr Strip (6) (5K Tech)
						$75.71	4300-020-00	Materials and Supplies	Leviton 75' Velcro bulk roll & Terrawave Coax-seal roll
						$344.76	4400-020-00	Noncapitalized Equipment	Linksys Advanced Wireless Router (4)
						$231.49	4400-020-65	Noncapitalized Equipment	Viewsonic VA2033 20 Wide LED
						$2,165.20	5900-020-00	Communications (Tele., Internet, Copies,Postage,Messenger)	Acad MS Sel Office Pro Plus 2010
11/2/2011	10000230	Check	Clothing International, Inc.	Reconciled	$2,917.85	$2,917.85	4430-020-00	Noncapitalized Student Equipment	Uniforms
11/2/2011	10000231	Check	EDCO Disposal Corp	Reconciled	$399.87	$399.87	5501-020-00	Utilities	Oct 2011 Trash Services
11/2/2011	10000232	Check	The Hartford	Reconciled	$3,941.00	$3,941.00	3603-020-00	Worker Compensation Insurance	Add'l Adj Prem - Wrks Comp Final Audit 10/11
11/2/2011	10000233	Check	Jean Ah Lee	Reconciled	$41.60	$41.60	4700-020-00	Food and Food Supplies	REIMB - Food for ELAC meeting
11/2/2011	10000234	Check	Office Depot	Reconciled	$126.00	$106.21	4300-020-00	Materials and Supplies	pencil sharper & pens
						$15.12	4315-020-00	Classroom Materials and Supplies	23 - 2 pk letter clipboards
						$4.67	4315-020-00	Classroom Materials and Supplies	commercial clock
11/2/2011	10000235	Check	San Diego Unified School District	Reconciled	$1,149.80	$1,149.80	4300-020-00	Materials and Supplies	Printing Charges: Uniforms Violations
11/2/2011	10000236	Check	Sharp Health Plan	Reconciled	$37,829.86	$37,829.86	3403-020-00	Health & Welfare Benefits	Dec 2011 Health Ins.
11/2/2011	10000237	Check	San Diego County Superintendent of Schools	Reconciled	$510.00	$140.00	5200-020-02	Travel and Conferences	Annual SARB Summit on 9/28/11 (4 attendies)
						$200.00	5200-020-02	Travel and Conferences	Best Practices in Bullying on 9/26/11 (8 attendees)
						$170.00	5200-020-02	Travel and Conferences	Student Records & Custody & Residency Issues - 10/17/11
11/2/2011	10000238	Check	Stanton's Sheet Music	Reconciled	$935.80	$935.80	4315-020-00	Classroom Materials and Supplies	sheet music (music department)
11/2/2011	10000239	Check	Tech Depot	Reconciled	$67.64	$20.61	4400-020-00	Noncapitalized Equipment	1-Star - Rack mounting tray
						$47.03	4400-020-00	Noncapitalized Equipment	MS Publisher 2010 - complete package
11/2/2011	10000240	Check	Waxie Sanitary Supply	Reconciled	$13.98	$13.98	5500-020-00	Operation and Housekeeping Services	keyed towel dispensers
11/8/2011	10000242	Check	Public Employee Retirement	Reconciled	$8,694.58	$8,694.58	9504-020	Accrued PERS	OCT PERS

O'Farrell Community Center for Advanced Academy

Check Register 11/1/2011 through 11/30/2011

11/8/2011	10000243	Check	State Teachers Retirement	Reconciled	$43,101.54	$43,101.54	9503-020	Accrued STRS	OCT STRS
11/8/2011	10000246	Check	CDW-G	Reconciled	$279.38	$171.12	4400-020-00	Noncapitalized Equipment	WD 250 GB 2.5 My Passport Essential
						$108.26	4400-020-65	Noncapitalized Equipment	ACAD Microsoft Office Pro Plus 2010
11/8/2011	10000247	Check	City Treasurer	Reconciled	$3,046.38	$3,046.38	5501-020-00	Utilities	Fire, Backflow, Water & Sewer 10/5 - 11/2/11
11/8/2011	10000248	Check	EBA&M Corporation	Reconciled	$985.00	$985.00	3403-020-00	Health & Welfare Benefits	Nov 2011 Dental/flex/Vision ins.
11/8/2011	10000249	Check	Office Depot	Reconciled	$253.30	$253.30	4315-020-00	Classroom Materials and Supplies	dry markers, golf pencils & dry board cleaner
11/8/2011	10000250	Check	Philadelphia Insurance	Reconciled	$3,158.91	$3,158.91	5400-020-00	Insurance	Spec & Tr Sch, Flexi Plus Five, Spec Schl Umb.
11/8/2011	10000251	Check	Patrick's Landscape Services	Reconciled	$850.00	$850.00	5500-020-00	Operation and Housekeeping Services	Nov 2011 Landscape maintenance
11/8/2011	10000252	Check	Renaissance Learning Inc.	Reconciled	$4,794.60	$4,794.60	4315-020-00	Classroom Materials and Supplies	Accel Math, STAR math real time subscriptn rnwl
11/8/2011	10000253	Check	Employment Development Department	Reconciled	$4,877.48	$4,451.90	3503-020-00	State Unemployment Insurance	Period ending Sept 30, 2011 TAX
						$425.58	5890-020-00	Interest Expense/Fees	Period ending Sept 30, 2011 Penalty & Interest
11/8/2011	10000254	Check	Sound Therapies, Inc.	Reconciled	$4,288.00	$4,288.00	5810-020-65	Educational Consultants	Speech Therapy
11/8/2011	10000255	Check	Student Supply	Reconciled	$211.48	$211.48	4315-020-00	Classroom Materials and Supplies	Pencils, erasers (all 4 grade levels)
11/8/2011	10000256	Check	Verizon Wireless	Reconciled	$50.08	$50.08	5900-020-00	Communications (Tele., Internet, Copies,Postage,Messenger)	wireless chrgs: 9/27 - 10/26/11
11/15/2011	10000257	Check	Basic Educational Services Team, Inc.	Reconciled	$1,748.25	$1,748.25	5810-020-01	Educational Consultants	SES Tutoring, 27.75 hrs. @ $63.00 for Oct 2011
11/15/2011	10000258	Check	EBA&M Corporation	Open	$1,373.01	$1,373.01	3403-020-00	Health & Welfare Benefits	S125
11/15/2011	10000259	Check	Gopher	Reconciled	$483.10	$420.15	4300-020-00	Materials and Supplies	basketball backboard
						$62.95	4300-020-00	Materials and Supplies	Basketball hoop for lunch-time activities
11/15/2011	10000260	Check	The Hartford	Reconciled	$7,541.23	$7,541.23	3603-020-00	Worker Compensation Insurance	Workers Comp Ins. pmt
11/15/2011	10000261	Check	Ikon Office Solutions	Reconciled	$1,605.18	$1,605.18	5605-020-00	Equipment Rental/Lease Expense	rental contracts 11/2 - 12/1/11
11/15/2011	10000262	Check	Jackie Robinson Family YMCA	Reconciled	$350.00	$350.00	5600-020-00	Space Rental/Leases Expense	Facility Rental: Flag football - Fall 2011
11/15/2011	10000263	Check	Mountain Home Biological Inc.	Reconciled	$187.65	$187.65	4315-020-00	Classroom Materials and Supplies	XL Barn Owl Pellets - 6th grade
11/15/2011	10000264	Check	Office Depot	Reconciled	$1,077.98	$1,077.98	4400-020-00	Noncapitalized Equipment	4 file cabinets & 6 task chairs

CSMC

Check Register Detail

O'Farrell Community Center for Advanced Academy

Check Register 11/1/2011 through 11/30/2011

11/15/2011	10000265	Check	San Diego Facility Maintenance, Inc	Reconciled	$10,350.00	$10,350.00	5500-020-00	Operation and Housekeeping Services	Cleaning Service for Nov 2011
11/15/2011	10000266	Check	San Diego Facility Maintenance, Inc	Reconciled	$4,695.00	$4,695.00	5601-020-00	Building Maintenance	Paint Job: 92 metal doors/jams & facia on #619 bldg
11/15/2011	10000267	Check	San Diego Facility Maintenance, Inc	Reconciled	$3,985.00	$3,985.00	5500-020-00	Operation and Housekeeping Services	Removal of two trees
11/15/2011	10000268	Check	TCR Services	Reconciled	$1,582.01	$1,537.94	5610-020-00	Equipment Repair	Cost per page - b/w & color, Oct 2011
						$44.07	5610-020-00	Equipment Repair	HP Cartridge replacement
11/15/2011	10000269	Check	The Legend Group / ADSERV	Reconciled	$240.00	$240.00	9335-020	Employee Advances	
11/21/2011	10000270	Check	AT&T	Reconciled	$913.67	$177.13	5900-020-00	Communications (Tele., Internet, Copies,Postage,Messenger)	263-3009 10/13 - 11/12/11
						$736.54	5900-020-00	Communications (Tele., Internet, Copies,Postage,Messenger)	Calnet 2: 266-8712 10/13 - 11/12/11
11/21/2011	10000271	Check	CDW-G	Reconciled	$2,447.80	$264.21	4315-020-00	Classroom Materials and Supplies	Logitech mouse-40 / PO#512 / 2086051
						$894.14	4400-020-00	Noncapitalized Equipment	6-Viewsonic Wide LED, Logitech mouse / PO# 550
						$324.78	4400-020-00	Noncapitalized Equipment	ACAD MS SEL Office Pro Plus 2010 - 6
						$352.91	4400-020-00	Noncapitalized Equipment	LVO IC Q150 250GB W7HP
						$449.37	4400-020-65	Noncapitalized Equipment	6-MS Wored keybrd, Logitech mouse/ 3-Viewsonic PO# 543
						$162.39	4400-020-65	Noncapitalized Equipment	ACAD MS Office Pro Plus / PO# 543 / #2077644
11/21/2011	10000272	Check	Dunbar Armored Inc	Reconciled	$130.53	$130.53	5800-020-00	Professional/Consulting Services and Operating Expenditures	Nov 2011 Service
11/21/2011	10000273	Check	EBA&M Corporation	Open	$250.00	$250.00	3403-020-00	Health & Welfare Benefits	S125
11/21/2011	10000274	Check	Home Depot Credit Services	Reconciled	$402.67	$402.67	5601-020-00	Building Maintenance	painting supplies
11/21/2011	10000275	Check	Ident-A-Kid Services of America, Inc.	Reconciled	$191.20	$191.20	4400-020-00	Noncapitalized Equipment	PO 542 / DYMO label writer & Identakid labels
11/21/2011	10000276	Check	KPM General Builders, Inc.	Reconciled	$1,425.00	$1,425.00	5601-020-00	Building Maintenance	Repairs of minor stucco cracks: patching & painting
11/21/2011	10000277	Check	Logical Choice Technologies Inc.	Reconciled	$450.00	$450.00	4400-020-00	Noncapitalized Equipment	PO# 535 / Install Interactive Whtboard Moble Solution
11/21/2011	10000278	Check	Mutual of Omaha	Reconciled	$630.50	$630.50	3403-020-00	Health & Welfare Benefits	Dec 2011 Ins.: Life, AD&D, LTD
11/21/2011	10000279	Check	Office Depot	Reconciled	$265.07	$183.61	4315-020-00	Classroom Materials and Supplies	12 x 18 colored contrction paper & 18 x 24 white

O'Farrell Community Center for Advanced Academy

Check Register 11/1/2011 through 11/30/2011

						$81.46	4315-020-00	Classroom Materials and Supplies	12 x 18 white constrction paper-42
11/21/2011	10000280	Check	San Diego Unified School District	Reconciled	$71.55	$71.55	4300-020-00	Materials and Supplies	printing: Requisition NCR Forms & Reimb Claim forms
11/21/2011	10000281	Check	San Diego Gas & Electric	Reconciled	$8,876.39	$8,876.39	5501-020-00	Utilities	Gas 10/13 - 11/11/11 & Electric 10/12 - 11/10/11
11/21/2011	10000282	Check	Teach-n-Tutor Inc.	Reconciled	$500.00	$500.00	5810-020-01	Educational Consultants	Oct SES - Harris & Pham (10 hrd @ $50)
11/21/2011	10000283	Check	The Vantage Group, LLC	Reconciled	$1,050.00	$1,050.00	4400-020-00	Noncapitalized Equipment	Deep Freeze Perpetual Lic & Maintenance 7 yr
11/21/2011	10000284	Check	Rachel Wells	Reconciled	$272.09	$272.09	4315-020-00	Classroom Materials and Supplies	REIMB - ARead & AMath incentives (work group)
11/30/2011	10000285	Check	AT&T Mobility	Reconciled	$132.38	$132.38	5900-020-00	Communications (Tele., Internet, Copies,Postage,Messenger)	mobile phone 10/13 - 11/12/11
11/30/2011	10000286	Check	American Express	Reconciled	$1,263.27	$1,016.98	4400-020-00	Noncapitalized Equipment	JD - San Diego Office & Modular Design, Recep. desk for Elem
						$130.13	4700-020-00	Food and Food Supplies	CA - Costco Whrhs, Board Mtg food
						($97.82)	4700-020-00	Food and Food Supplies	CA - Credit for AEPC Member Serv, - F&W Connoisseur
						$76.00	5505-020-00	Student Transportation/Field Trips	CA - Vons Store, bus passes
						$137.98	5505-020-00	Student Transportation/Field Trips	CA - Vons Store, bus passes
11/30/2011	10000287	Check	FireFly Computers, LLC	Reconciled	$1,576.00	$1,226.00	4400-020-00	Noncapitalized Equipment	6Ncomputing & 8 remote desktop serv.
						$350.00	4400-020-65	Noncapitalized Equipment	2 Ncomputing vSpace Software w/L300
11/30/2011	10000288	Check	Flinn Scientific Inc.	Reconciled	$12,703.27	$12,703.27	4400-020-00	Noncapitalized Equipment	35 Microscopes, 1 digital camera & 5 clip covers
11/30/2011	10000289	Check	Guardian	Reconciled	$3,623.29	$3,623.29	3403-020-00	Health & Welfare Benefits	Dec 2011 Dental Ins.
11/30/2011	10000290	Check	School Outfitters	Reconciled	$35.00	$35.00	4300-020-00	Materials and Supplies	1 - 4x4 cork board
11/30/2011	10000291	Check	Total Education Solutions	Reconciled	$247.50	$247.50	5810-020-01	Educational Consultants	SES-Supplement Ed Svs/ Bates & Alexander
11/30/2011	10000292	Check	Wells Fargo Business Card	Reconciled	$2,500.00	$2,386.00	5505-020-00	Student Transportation/Field Trips	Sanddag - bus passes
						$114.00	5505-020-00	Student Transportation/Field Trips	Vons - bus passes
11/30/2011	10000293	Check	Wells Fargo Business Card	Reconciled	$619.36	$119.85	4200-020-00	Books and Other Reference Materials	Amazon.com - Books, To Kill a Mockingbird
						$499.51	5610-020-00	Equipment Repair	George's Lawn Equip. - Repair John Deer Rider
11/30/2011	10000294	Check	Wells Fargo Business Card	Reconciled	$496.16	$178.26	4315-020-00	Classroom Materials and Supplies	Discount School Supplies - Paper rolls & scissors

O'Farrell Community Center for Advanced Academy

Check Register 11/1/2011 through 11/30/2011

						$209.00	4400-020-00	Noncapitalized Equipment	Projectorquest.com - Sanyo Lamp
						$108.90	5900-020-00	Communications (Tele., Internet, Copies,Postage,Messenger)	Alsoft Inc. - Disk Warrior License

Total Check Amount: **$209,406.27**

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: January 9, 2012
Action Item 1

RECOMMENDATION: Approve the partnership with Hands United for Children's fundraising organization to help facilitate ongoing and future expansion of O'Farrell Community School.

BACKGROUND INFORMATION:

Hands United for Children was founded in San Diego in 2006 as a non-profit organization intent on serving the needs of underprivileged children. Our current mission, to support children in distressed situations through education, shelter, health and individual welfare, is being realized in Africa, the United States and Latin America. We have funded a number of causes throughout the world, principally in Africa. Our focus is on education – through the building of schools and ongoing support of the administrations that run them. We do this primarily through fundraising, but as we are now working with schools in the San Diego area, we are designing programs to involve individuals directly in helping underprivileged children master their education so they can fulfill their potential.

CURRENT INFORMATION:

The following paragraphs are currently on the Hands United for Children's website:

Hands United and O'Farrell Community School



In reviewing its mission, Hands United for Children's Board of Trustees set the goal of assisting a domestic U.S. school to develop facilities and programs for less privileged children. A sideline discussion between soccer dads about education began the process of exploration leading to our selection of the O'Farrell Community School as Hands United for Children's domestic education project for 2012 and beyond.
The O'Farrell School's unique vision and situation fit perfectly into the goals of Hands United. Namely, they are determined to provide a top education to students who are frequently left behind in the American educational system. The elements which led us to select O'Farrell are as follows.

Adversity

Poverty is the major challenge facing the school. Over 80% of the students qualify for free or reduced lunches. O'Farrell has a attendance rate of approximately 12% foster/homeless – this is the second highest foster rate in all of San Diego County. Nearly 15% of the students live in either a foster care setting or with adults other than their biological parents and this percentage has been increasing over time.

O'Farrell has a higher than average special needs population at 12.5%. An additional challenge is the diversity of the population: 30% African American, 24% Filipino, 36% Hispanic, 4% Indochinese (primarily Lao) and 2% White. A number of these students lack sufficient English skills to immediately succeed in their studies; over 23% are identified as English Language Learners.

Commitment to Excellence

With all these obstacles, O'Farrell still out-performs the schools in the area. The school's mascot provides the metaphor for how O'Farrell achieves excellence - the FALCON Way describes the habits and character traits that students must attain to achieve high academic standards and demonstrate appropriate social and emotional growth during middle school. The word FALCON is an acronym to identify the key character attributes necessary to succeed in school: Focus, Attitude, Leadership, Citizenship, Organization, and Non-violence.
O'Farrell's vision utilizes a student-centered, activity-oriented learning program with state-of-the-art technology and committed community participation. As proof that it works, last year O'Farrell added a ninth grade and the success of its students was better than many of the schools in the area, even in the more affluent areas of town. The expansion of grade levels to K-9 will help O'Farrell prepare students for a college preparation curriculum in high school.

The Need for a High School

Students leave O'Farrell with average to good grades but fail at the high school level. Lincoln High School, for example, is near capacity; a major motivating factor for developing the high school at O'Farrell is that Lincoln is one of the poorest performing schools in all of San Diego. Only 16 percent of seniors graduate with the A-G requirements (2011). This means that only 16 out of 100 students can attend a four-year university.
It requires time to instill in students the confidence to know that attending college is an achievable goal. The same rationale drove the decision by O'Farrell to add a ninth grade program in 2010-2011. Some students are not ready to move on to a high school environment after the eighth grade due to academic needs, social development or strength of study skills as an autonomous learner. The goal is, by September 2012, to add a K-5 and in 2013 a high school with expansion to grade 12 by fall 2015.

Building a high school requires major funds. O'Farrell has already secure 75% of the funds, and, working with the school administration, Hands United For Children has committed to engage the San Diego community to assist and provide the remaining 25% to complete the project by 2015. We encourage you to contact us to learn more about how you can get involved, either through much appreciated monetary support or more directly through joint programs between Hands United and O'Farrell.

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: January 9, 2012
Action Item 2

RECOMMENDATION: Adopt a Board Policy for Oath of Office for Board Members #2011-2012-100

BACKGROUND INFORMATION:

Effective July 1, 2010, O'Farrell Community School became a 501(c)(3) non-profit organization. Our Board of Directors will continually add new Board Policies as the need arises.

CURRENT INFORMATION:

Based on the Effective Board Governance & Brown Act Workshop presented on October 10, 2011, it was advise to have a board policy for the oath of office for board members

ADDITIONAL DATA:

See attached recommended Board Policy #2011-2012-100 on Oath of Office for Board Members.

O'Farrell Community School

BOARD POLICY

OATH OF OFFICE FOR BOARD MEMBERS
#2011-2012-100

As a member of the Board, consistent with my fiduciary duties, I shall consistently strive to promote the best interests of the School as a whole and, to that end, shall adhere to the following ethical standards:

Student-Centered Focus

- I will be continuously guided by what is best for all students of the School.

Equity in Attitude

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.

Trustworthiness in Stewardship

- I will keep in mind that, alone, I am not the Board and as such I will not act on behalf of the Board or make representations on behalf on the Board unless specifically authorized to do so.
- I will be accountable to the public by representing School policies, programs, priorities, and progress accurately.
- I will work to ensure prudent and accountable use of School resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

Honor in Conduct

- I will tell the truth.
- I will not release confidential information.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

Integrity of Charater

- I will refuse to surrender judgment to any individual or group at the expense of the School as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the School if disclosed.

Commitment to Service

- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the Director.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

REFERENCES: O'Farrell Board Policy 100

Board Approved:

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: January 9, 2012
Action Item 3

RECOMMENDATION: Adopt a Board Policy for Learning Environment/Treatment of Students/Discipline #2011-2012-200

BACKGROUND INFORMATION:

Effective July 1, 2010, O'Farrell Community School became a 501(c)(3) non-profit organization. Our Board of Directors will continually add new Board Policies as the need arises.

CURRENT INFORMATION:

Our insurance company, Johnson & Wood Insurance Services, Inc. requested a policy for student discipline. O'Farrell Community School will also require this policy by establishing a board policy.

ADDITIONAL DATA:

See attached recommended Board Policy #2011-2012-200 on Learning Environment/Treatment of Students/Discipline.

O'Farrell Community School

BOARD POLICY

Learning Environment/Treatment of Students/Discipline
#2011-2012-200

The executive director shall establish and maintain a learning environment that is safe, disciplined, respectful and conducive to effective learning.

The executive will:

1. Maintain a climate that is characterized by support and encouragement or high student achievement and personal development and well-being.

2. Establish and consistently enforce discipline policies to maintain safe and effective environments for all students.

3. Appropriately involve teachers, administrators, students and the community in developing student discipline policy;

4. Assure that teachers, students and parents are informed of the behavioral expectations of students.

5. Ensure that all policies and procedures regarding discipline are enforced consistently using reasonable judgment.

6. Assure that all confidential student information is properly used and protected.

The executive director will not:

7. Tolerate any behaviors, actions or attitudes by adults who have contact with students that hinder the academic performance or the well-being of students.

8. Permit the administration of corporal punishment.

9. Permit unnecessary or irrelevant collection of student information.

REFERENCES: O'Farrell Board Policy 200

Board Approved:

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: January 9, 2012
Action Item 4

RECOMMENDATION: Ratify adjustments to the 2011-2012 budget.

BACKGROUND INFORMATION:

Revisions listed are a result of either changes made to the budget adopted by the State of California, changes to the school's enrollment, the elimination of programs, or the addition of programs at the school site level.

CURRENT INFORMATION:

O'Farrell ended the 2010/2011 school year with a fund balance of $2,737,875.

1. The State of California has triggered cuts of approximately $15pp, which is substantially less than the $205-250 pp anticipated.

   Title 1 and Title 2 entitlements have both been decreased:

   Title 1 from 336,721 to 304,760 (31,961)
   Title 2 from 78,561 to 68,599 (9,962)

2. Attendance information
   P1 ADA 889 Enrollment 922
   Anticipated
   P2 ADA 864 Enrollment 910

3. The net change in revenue overall is +196,771

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: January 9, 2012
Action Item 5

RECOMMENDATION: Approve the executive director to authorize any contracts negotiated for architect selection, soils analysis survey and other studies to evaluate the master plan for the high school expansion to be constructed at O'Farrell Community School not to exceed, in total, twenty thousand dollars ($20,000).

BACKGROUND INFORMATION:

On December 6, 2011, the Board of Directors approve the contract with Gafcon to assist O'Farrell in plan review and advocacy as needed to ensure campus projects are well conceived and the proper scheduling and logistics coordination are undertaken.

CURRENT INFORMATION:

Gafcon will assist in the following:

1. Initiate the architect selection process
2. Solicit soils analysis survey
3. Negotiate studies to evaluate the master plan